



MODEL HOME PERMIT APPLICANT'S GUIDE

NOTE TO THE PUBLIC: Please use this checklist to determine whether your application is complete before you bring it in for filing. If your application is not complete, it may not be accepted for processing. You will save yourself time and money if you make use of this checklist in preparing your submittal package.

BACKGROUND: Zoning Ordinance Section 6116 – Uses in New Subdivisions, provides that upon the review and approval of a Site Plan depicting all proposed improvements including landscaping by the Director of Planning and Land Use, certain temporary uses, including model homes, may be established within a subdivision or multiple dwelling complex, solely for the marketing of the dwellings and/or lots in the same residential development.

PART 1:

Documents – You must include the following documents with your submittal at the time you file your application:

- ☐ APPLICATION – DPLU Form #346.
- ☐ SUPPLEMENTAL APPLICATION – DPLU #347 (attached). The description must also include a list of the temporary uses with the cost of removal for each item. This list should contain EVERY temporary use including flags, trap fences, temporary walkways and garage conversion. The inclusion of the cost for removal is necessary to determine the proper bonding.
- ☐ LEGAL DESCRIPTION OF PROPOSED MODEL HOME SITES – Include assessor's map, if available.
- ☐ AGENT AUTHORIZATION – (if applicable). A signed letter authorizing the applicant to apply for the permit is necessary if the applicant is not the owner(s).
- ☐ COPY OF THE LEASE – If property is under lease.
- ☐ PLOT PLANS – Six (6) copies of the plot plan. The plot plan should be legible, have a north arrow and be drawn to engineer's scale. The plot plan should be thorough and show all temporary uses included in the description. **WARNING- Temporary uses not shown on the plot plan cannot be granted.**
- ☐ AGREEMENT/BOND – Section 6116d.5 of The Zoning Ordinance requires a notarized agreement (DPLU #269) and a bond (DPLU #268) to cover the cost of restoring the site and/or converting the homes to a condition suitable for sale for residential occupancy. The applicant may submit a bond at the time of application submittal or after intake and consultation with staff.
- ☐ LANDSCAPE PLANS – Two (2) complete sets of landscape plans pursuant to Sections 6715 and 6717c.2.

Pursuant to Sections 6715 and 6717 (c.2) of the San Diego County Zoning Ordinance, fully detailed landscaped plans shall be prepared and submitted concurrently with the required Site Plan. Landscape plans shall indicate what planting and landscape features will be removed upon expiration of the 30-month Model Home Agreement.

- A. Provide a statement on the plans that indicates that the landscape for all permanent landscaping to remain as part of the landscape plan approval may be modified no more than 10% upon termination of its use as a model. Any changes that would affect more than 10% of the remaining landscape will require resubmittal of the landscape plan for review and approval (pursuant to Section 6713).
- B. Provide a cost estimate for removal and restoration of temporary landscaped areas. This amount will be included as part of the Bond for Model Home Agreement (DPLU #268).
- C. The Landscape Architect of Record shall provide a signed compliance statement on all sheets prepared under their supervision as required by Section 6713 (a).
- D. Water Management Plans shall be submitted as required by Section 6715 (c.2).
- E. No fees are required upon submittal of landscape plans (as long as a signed compliance statement along with the Landscape Architect's signed and dated professional stamp is provided). An hourly fee will be applied for the review and approval of said plans. This will be collected prior to release of approved plans.

PART 2:

Zoning Ordinance Requirements – Please read Section 6268 of The Zoning Ordinance (following pages) to assure that banners and signs conform to required dimensions.

6268 – OTHER SIGN TYPES

In addition to the foregoing types of signs, the following signs shall be permitted in any location. The area of these signs shall be in addition to the aforesaid maximum sign areas.

- A. **Directional Signs:** Signs to direct or control on-premise traffic or parking provided such signs do not exceed an area per face of 8 square feet nor the height of 8 feet.
- B. **Accessory Signs:** Drive-In and Drive-Through Businesses. Such signs shall not be designed to be viewed from beyond the premises and each shall not exceed 25 square feet per frontage.
- C. **Banners, Pennants and Similar Devices:** Strings or individual banners, streamers, inflatables, pennants and similar devices; provided that one of the following holds:
 - 1. Such signs are for the purpose of calling attention to a grand opening of a new business. An administrative permit issued for such a sign shall expire 60 days from the date of issuance.
 - 2. Such signs are for the purpose of calling attention to a temporary use accessory to residential construction pursuant to the Temporary Use Regulations of Section 6116. Such signs are permitted along both sides of the interior street affording principal access to the

model homes and within that portion of the subdivision or other residential development devoted to display of model homes, provided:

- a. Except as hereinafter specified, each flag, banner or pennant must be affixed to a separate standard implanted in the ground.
 - b. Said standards are to be spaced at least 10 feet apart and, except as hereinafter specified, are not to exceed 12 feet in height.
 - c. One flagpole not exceeding the height limit of the applicable zone may be provided within the area devoted to display of model homes and may be used only to display flags of the United States, State of California and the corporate emblem of the developer or an emblem identifying the residential development.
- D. **Service Station Signs:** One sign relating to grades and prices of gasoline and diesel fuel shall be permitted per station frontage.
- E. **Temporary Real Estate Signs:** The following temporary signs for the purpose of promoting initial sales are permitted pursuant to the Temporary Use Regulations, Section 6116 and 7156, and are in addition to the banners, pennants and similar devices permitted in Section 6268(c):
1. Unlighted freestanding signs identifying the residential development provided that the aggregate area of all signs shall not exceed 800 square feet. One such sign may have a maximum area of 200 square feet provided no other sign exceeds an area of 100 square feet. One sign may be adjacent to each street which provides access to the residential development.
 2. One unlighted sign not exceeding 16 square feet in area for each model home and sales office.
- F. **Mobilehome and Recreational Vehicle Park Signs:** Signs located within mobilehome or recreational vehicle parks may be permitted subject to the following:
1. One wall sign or freestanding sign identifying the mobilehome or recreational vehicle park is permitted adjacent to each street which provides primary access to the park. No freestanding sign shall exceed a height of 8 feet. No sign shall exceed 32 square feet in area.
 2. One directional sign without any advertising at each driveway. Each sign shall not exceed 8 square feet or 8 feet in height. Directional signs may be lighted.

If you have questions or need additional information, please call (858) 565-5981.

(Amended by Ord. No. 5612 (N.S.) adopted 10/10/79)

(Amended by Ord. No. 5786 (N.S.) adopted 6/4/80)

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